MINUTES
MADISON SELECT BOARD MEETING
OLD POINT AVENUE MEETING ROOM
108 OLD POINT AVENUE
MONDAY JULY 14, 2025
6:30 p.m.

Video link: *https://www.youtube.com/watch?v=yxvbLsSV1u4*

A. **Call to order** – meeting was called to order at 6:30pm and all saluted the flag.

B. **Roll Call** – all members present

C. **Consent Agenda**

1. A/P Warrants:
   #36 – 06-23-2025 - $364,612.99
   #37 – 06-23-2025 - $2,343.76 (Library)
   #38 – 06-30-2025 - $28,945.38

2. Payroll Registers:
   #26 – 06-26-2025 - $15,687.32
   #27 – 07-03-2025 - $18,318.98
   #28 – 07-10-2025 - $19,866.76

   Motion by Mr. Pike to approve the A/P Warrants and Payroll Registers as presented. Seconded by Mr. Bean. No discussion. Motion carried 5-0.

(E. OLD BUSINESS TIMBER HP RECAP HAPPENED HERE BUT MINUTES ARE BELOW)

3. Application of Temporary Extension of Premises to Serve Beer, Wine and Spirits (VFW)

   The Town Manager presented the VFW's diagram of intended outside space to be used for the temporary period. It would be to the west of the building, between the building and the park area where the monument is located. It would essentially block off the driveway on that side.

   Mr. Martins asked if the area would be walled off. The Town Manager responded it would be an open, outside area, not walled off, but likely enclosed by fence rails or something similar.

   Motion by Mr. Pike to approve the VFW application for temporary extension of premises. Seconded by Mr. Bean. No discussion. Motion carried 5-0.

4. Applications for liquor licenses for Curtains Up Enterprises:
   i. Lakewood Inn Restaurant
   ii. Lakewood Theater

Motion by Ms. Estes to approve the liquor licenses for Curtains Up Enterprises (Lakewood Inn Restaurant and Lakewood Theater). Seconded by Mr. Bean. No discussion. Motion carried 5-0.

D. **Acceptance of the minutes** of the Select Board meeting on June 23, 2025.

Motion by Mr. Pike to accept the minutes of the Select Board meeting on June 23, 2025. Seconded by Mr. Bean. No discussion. Motion carried 5-0.

Motion by Ms. Estes to accept the amended minutes of the Select Board meeting on December 9, 2024 to include the following language in red after exiting executive session:

Motion by Ms. Dwyer to authorize the Town Manager to write a letter of support for 55 Weston Ave LLC's Maine State Housing Grant application for phase 2 of the affordable housing project, including the Town's commitment to allocate $100,000 in Backyard Farms TIF funding over a five-year period, second by Mr. Bean. No further discussion. Motion passed 5-0.

Seconded by Mr. Pike. No discussion. Motion carried 5-0.

E. **Old Business**

1. Timber HP Chapter 11 recap – Matt O'Malia, President & CEO, and Steve Thiebert, Plant Manager

   Mr. O'Malia thanked the board for allowing him the opportunity to address them and give them an update of the process that the company went through and where they are today. They see the Town of Madison as an important partner in their success. While it has been a difficult restructuring process for the stakeholders, the good news is that they are now operating with a fully capitalized balance sheet.

   Timber HP produces three products, TimberFill, TimberBat and TimberBoard. The first two products have been in production for over a year, but the board line was not completed because of lack of capital. Resources are now available to complete it and they expect to have the first board product off the line in August, getting it to market by November.

   With the new liquidity comes new hires, including production, mechanical, technical and marketing. It also gives better ability to weather economic storms going forward. Being a quality employer for the Town is a high priority for THP. Mr. O'Malia believes they have "incredible talent and commitment and now the capital to really realize the vision…it's kind of a new beginning…"

   Mr. Thiebert stated that during the Chapter 11 restructuring, they were able to keep their first two lines running and managed to retain a significant portion of the workforce. They are happy to see Cianbro come back to finish the board line. Selling of the products was

slowed due to the lack of sales and marketing people. That area is increasing by 8 people.

They lost a few employees due to the uncertainty of the bankruptcy process. They are hiring now from an excellent pool of candidates for electricians, mechanics, and others. They have a new hire starting soon in a key position. The next big item is to get the sales back up and get a second shift going and keep the lines operating.

Chair Dwyer asked if the company found there was satisfaction with the two lines of products currently in production. Mr. O'Malia reported that they have gotten positive feedback from the market as the first company in North America producing and delivering these products. The products have been refined since first introduction of them. THP has listened and responded to the market to continually improve their offerings. He believes that path forward is how they will be successful. They are very appreciative of the support they've received from the Town.

2. Acceptance of the minutes for meetings without quorums of elected officials (5/27/25)

   Motion by Ms. Estes to approve the minutes of the Select Board meeting from May 27, 2025. Seconded by Mr. Pike. No discussion. Motion carried 5-0.

   The Town Manager followed up with a point of clarification that she did reach out to Maine Municipal Association to ask the question about quorum requirements for approving minutes. They advised that if it is not stated in our ordinance, then it is not required or necessary to have a quorum of members present at a given meeting to approve the minutes from said meeting.

3. Quit Claim Deeds for Houghton Street property (Meaders purchase)

   The Town Manager brought forward the previous discussion of the sale of the triangular piece of Town property that would allow the Meaders access to their driveway off from East Houghton Street without having to cross a small area of Town-owned property. Additionally, there is an Easement Deed that would allow a local contractor, Mr. John Noyes, to access the once dormant gravel pit up behind the Forest Hills Cemetery.

   Motion by Ms. Estes to approve the Quit Claim Deed for the East Houghton Street piece of property to Randy and Pam Meader, as well as the Easement Deed to John Noyes. Seconded by Mr. Bean. No further discussion. Motion carried 5-0.

4. 20 Park Street notice of sale

   The Town Manager presented a draft notice of sale for 20 Park Street based on a notice created by the previous Town Manager, Tim Curtis. The minimum bid price would stay at $27,500. The bid notice would be released on Tuesday, July 15, 2025 and the sealed bidding process would end on Monday, September 22, 2025, to be opened at the Select Board meeting that night.

Motion by Mr. Pike to approve the notice and dates as presented. Seconded by Mr. Bean. No discussion. Motion carried 5-0.

5. Annual Appointments for new fiscal year
    a. Recreation Committee (1 seat for 3 years)
        i. Noyes, Amber (accepted)

        Motion by Mr. Bean to approve Amber Noyes for the Recreation Committee for a three year term. Seconded by Mr. Martins. No discussion. Motion carried 5-0.

Request from Mr. Martins to address the financial audit that was discussed at the last Select Board meeting. The Town Manager recommended bringing it up under Select Board Concerns.

F. **Items of Communication**

1. Department Head Reports for May and June
    a. Code Enforcement
    b. Fire
    c. Highway
    d. Library
    e. Recreation
    f. Sheriff

    Mr. Wright spoke of the items listed on his highway report: spring cleanup; benches and flowers; docks in at lake and river; grant monies received for safety lights; remaining ARPA monies were spent on paving parts of Weston Avenue, Myrtle Street, and Spruce Street; cleaned up a mess at the Preble Avenue recreation fields; placed culverts; streets have been swept; corner of Weston and Thomas Street has been painted for no parking within 15 feet from corner. He also spoke of the state DOT work that will be done on Route 148 from the traffic light to Clough's Corner. Mr. Pike asked what was happening with the crossing light in front of the Main Street Middle School. Mr. Wright explained that the money had been approved at Town Meeting so he would be reaching out to the contractor to get that project moving forward.

    Mr. Moreshead wanted to recognize local businesses who helped create a scholarship fund for offsetting costs of summer recreation for residents who could not otherwise afford to participate. To date, the Town Recreation Department has received $1,725 in scholarships from Fine Line Paving, Wallace Plumbing and Heating, Skowhegan Savings Bank, R&B Home Source, Butler's Car Wash, McKenney and Sons, Bob's Cash Fuel and Norris Preble Company. Of that amount, $1,125 has been utilized helping 9 children for summer rec and FunTown/SplashTown USA field trip. There is still a small balance to help other kids go to the FunTown/SplashTown trip as well. Any funds not spent will stay in the scholarship fund for next year's program.

2. Living Well reports

    The Living Well Coordinator, Cheyenne Stevens, has been keeping the new community flower garden watered and trimmed. Thank you, Cheyenne!

3. Town Manager's report on expenses, revenues, and GA

a. FY 25 – currently at 95.5% (week 54 post-FYE)
b. FY 26 – currently at ____% (week 2 = 3.8%)

The Town Manager explained that GA reimbursement for May and June were recently filed with the State and that April's reimbursement has not yet been received. All three months will be received in FY26.

The budget reports (grey bar papers) are from FY25 but not the final numbers yet. There is still one more warrant that must be paid out of the FY25 budgeted amounts.

Mr. Martins had questions about the General Assistance program amounts spent, the State reimbursements and the program changes that may be coming as a result of any recent legislation. The Town Manager responded that the reimbursements would be coming through soon, and that staff stays current on training for any changes to the State GA laws, either through DHHS or through MMA.

The Town Manager reported that the hydrant bill for FY26 from the Anson-Madison Water District will be $316,000 but the Town has only budgeted $245,000. This is a significant increase that will likely require a special Town Meeting to get an extra appropriation.

Additionally, Maine Housing awarded $24.5 million in rural affordable rental housing for 137 new units. Of that amount, 55 Weston Ave LLC received $2.8 million for Phae II of their building project. Maine State Housing is asking 55 Weston Ave LLC to come up with the $100,000 commitment (BYF TIF funds) from the Town before they release any funds. Brian Eng inquired about receiving the funds from the Town sooner than the $20k per year for 5 years. The Town Manager met with the Town Treasurer to discuss the availability of TIF funds that could be released earlier for the project. While there is about $246,000 in the BYF fund balance/retainage bank account, there are outstanding obligations that need to be met for FY25 and FY26. We need to do further research to determine the actual amount that may be available and when we could put it forth.

Mr. Bean asked Mr. Eng when they would need the funds. Mr. Eng replied that they are still in the loan process with MSH and preparing documents so there is time to do a full and fair analysis of the cash balances without jeopardizing the project. They will still be moving forward as best they can – whatever is available whenever it is available – to keep the process moving forward. Mr. Bean suggests we get the financials put together for review and bring it back at a future meeting before we vote on anything. Ms. Estes wanted to make sure we look at the forecasting for what we have already committed to

Chris Roy asked if the $100,000 from TIF was a loan or would be forgiven. The Town Manager explained that it was not going to be paid back, like anything else that is granted from the TIF account. He then asked if the abatement for 55 Weston Ave was resolved and wanted to know what the final numbers were. The Town Manager responded that it was resolved but didn't have the information with her at the meeting. She told Mr. Roy that she would get that information to him.

Mr. Roy continued that he was concerned about a new $3 million project going forward and that the developers would probably come back and want to have the new value reduced as well. He suggested that there should be a public hearing on the matter. The Town Manager read from the credit enhancement agreement that once the Town voted on the TIF agreement and DECD approved it – both of which happened – the Select Board would have sole discretion to make decisions regarding which TIF projects will be funded and in which priority. She advised Chair Dwyer that she could initiate a public hearing if so desired but that it was not necessary as the Select Board has sole authority.

Mr. Martins offered his opinion that it is imperative that people get to the annual town meetings so they can vote, and that now we're in a position where the deal is done.

Chair Dwyer stated that the current buildings were 90% full with more people applying for the new apartments. She thanked Mr. Eng and the developers for investing millions of dollars in our community for reasonably priced housing. Mr. Eng explained that the funding for the second round required a commitment from the Town that was not asked for in the first round, that it wasn't part of the MSH scoring system. The reason for the abatement request was because the rent is limited based on the terms of the funding, that it is not open ended rent amounts. The State requires that the rents be within a certain formula to be considered market rate and affordable. He believes they will be looking to use the same valuation formula for the second phase of the project as was used in the first phase (after the abatements were approved).

Mr. Martins responded to Mr. Eng that he was not impressed with the idea that Mr. Eng and his partners were doing the Town a favor. He stated his opinion that they would be selling the property within five years and that they would make a lot of money out of it. Chair Dwyer shut down the discussion to move on to the next agenda item.

4. Responses from Revaluation RFP

   Only one response was received. It was from Tyler Technologies, and it was a decision not to respond at this time.

G. **New Business**

1. Summer Rec – scholarship donors' recognition – Danny M (see department reports)

2. MSAD #59 Assessment – Monthly Installment Payments

   No action needed, just information. Total assessment from the School District is for $5,448,800.09, with monthly payments of $454,066.67.

3. Somerset County Assessment – option to pay in two installments

   The Town Manager presented the Somerset County Assessment of $1,049,902.40, with two payments to include the interest that the County would lose on the half payment between September and March. The first payment would be due on September 1, 2025

in the amount of $524,951.20. The second payment would be due March 1, 2026 in the amount of $524,951.20 plus $10,800.42 service fee (County's lost interest earnings). She explained that the Town would benefit from the two-payment option for cash flow reasons and that we would be able to cover the interest "fee" with our own interest earnings. The Town Treasurer explained that the Town moved over to ICS accounts last year and is now earning about $75,000 a year in interest which is more than we were making previously.

Motion by Mr. Pike to make two installment payments to the Somerset County for the tax assessment. Seconded by Mr. Martins. No further discussion. Motion carried 5-0.

4. Retirement of highway employee

Peter Dow submitted his resignation, effective August 28, 2025. Mr. Wright said they would likely do something to celebrate or recognize Mr. Dow. He will let us know.

H. **Citizen Concerns**

1. Anna W – public boat launch channel at East Madison is too shallow

The Town Manager forwarded the concerns to Eric Lahti for investigation. He found a missing channel marker which he replaced and also removed the underwater log. Ms. W was grateful that the matter had been addressed. Mr. Lahti said he added another channel marker in that area to help with navigation. Thanks were passed along to him.

2. Madison Community Matters (Facebook post) – concern about sex offender being in designated safe zones

The Town Manager reported that there was a post on Facebook about a registered sex offender in the area of the Nathan Street boat landing where children could be present. Mr. Pike and the Town Manager spoke about safe zones and the Town ordinance that requires a certain distance be maintained. Mr. Pike issued the man a trespass from the boat launch and notified him of the other areas that he would be restricted from. The man and his young girlfriend came in to see the Town Manager asking if it would be okay to use the rope swing. Mr. Pike said no, it would be within the safe zone.

Mr. Martins read a text that he sent to the Select Board on the matter.

The Town Manager stated that Madison does have an ordinance regulating registered sex offenders – it's chapter 308. Mr. Pike added that the ordinance also specifically states that registered sex offenders are prohibited from being within so-called safe zones designated by the Town of Madison. Since the Nathan Street boat landing was listed in the safe zones, the individual could be prohibited from being in that area.

The Town Manager also raised the issue of safe zone signage that must be approved by the Department of Public Safety at the State. Not all of the listed safe zones have appropriate signage. She will work with the Road Commissioner to get the signs made and distributed as needed.

Mr. Hainer spoke about the ordinance and signs being one part of the answer, but the bigger issue is the consent law. His main focus is getting the public aware of the consent law

The woman who made the post on Facebook spoke about her research on the Town's website about the ordinance and how it was confusing that the safe zones state they are free from drug use, but not specifically free from pedophiles. She asked why a registered pedophile would be allowed to be in a store that was nearby a safe zone. Chair Dwyer responded that we cannot prohibit someone from going into a store.

Mr. Pike clarified that the ordinance prohibits a sex offender from residing within 750 feet of a designated safe zone, but nothing prohibits them from being within proximity of the safe zone. He added that there is a need to review the safe zone language to specifically include sex offenders as well as drugs.

She asked what townspeople should do, what actions can they take, when they see sex offenders in town. Do they just continue to report it to the Sheriff's Office? Mr. Pike replied just keep reporting it. He's made the Sheriff's Office and other deputies that cover Madison aware of the ordinance so they will know what to enforce.

Mr. Hainer asked Mr. Pike if the courts could put any prohibitions against offenders being around under 18 year olds. Mr. Pike replied that if there are no bail or probation restrictions for an offender, there is no legal prohibition for contact with persons under the age of 18. Mr. Hainer persisted with the questions and comments, but Mr. Pike responded that law enforcement doesn't make the laws, they just enforce them.

On another matter, Randy Bliss asked how the Town can better emphasize the Sheriff's Office presence in the basement of the Town Office. He thinks people don't really know it exists and thinks we should inform the public about it. Mr. Pike suggested putting on the Town's website what the public hours are for the Madison Division of the Sheriff's Office. Mr. Bean added that we could also use the TextMyGov app as well as the Town sign.

Mr. Bliss also asked about the progress of the Town of Madison Facebook page. The Town Manager stated that we would need to have a social media policy in place before creating it. She asked Mr. Bliss what he hoped to accomplish by having a town-specific Facebook page. He responded that the towns of Skowhegan and Norridgewock both have pages and people seem to utilize them. Skowhegan broadcasts their Select Board meetings live on Facebook. The Town Manager said she would reach out to those towns and ask about their policies.

I. Select Board Concerns

Mr. Martins – communication is a big concern, people don't feel like they are being informed about issues. He asked about the Town sign and when it might get fixed. The Town Manager replied that would be taken up when the TIF budget is discussed after the tax commitment has been done.

He also mentioned that the minutes from May 27th had a concern from Mr. Moody about needing a replacement for the Channel 11 board and wanted to know if that had been taken care of. Additionally, was the previous concern about the water and sewer district collaboration and their five year plan to get our streets fixed.

He asked questions about the audit from RHR. The Town Manager and Ms. Estes responded to his questions.

Mr. Bean, Ms. Estes, and Mr. Pike had no concerns.

Chair Dwyer reminded the Select Board that there was a regular AMS meeting on Wednesday, July 16th at 6pm at the Anson Town Hall. The following Wednesday will be the quarterly meeting same time, same place. All Select Board members are members of the AMS board also. At least three members must be represented at each meeting.

J. **Adjournment**

Motion by Mr. Pike to adjourn the meeting. Seconded by Mr. Bean. Motion carried 5-0.

Meeting adjourned at 8:05pm.

NEXT REGULAR SELECT BOARD MEETING
MONDAY JULY 28, 2025
108 OLD POINT AVENUE
6:30 pm